

1983

Doctor of Arts in Information Science

Nova Southeastern University

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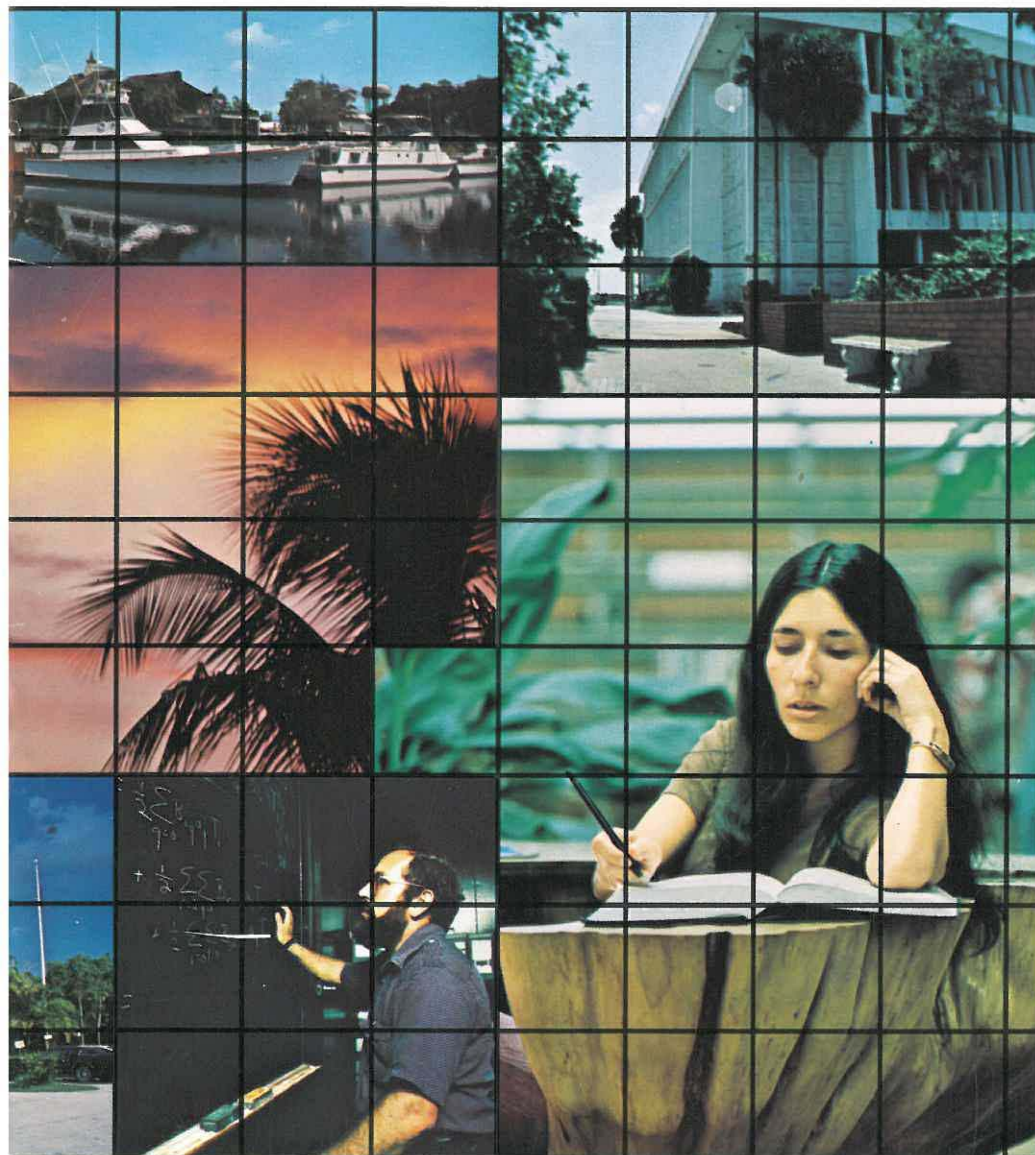
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 Nova University

Doctor of Arts in Information Science

1983-84 Bulletin





Doctor of Arts in Information Science

1983-84 Bulletin

Policies and programs set forth herein are effective through June 30, 1984. The regulations and requirements herein, including fees, are necessarily subject to change without notice at any time at the discretion of the Nova University administration.

Nova University is chartered by the State of Florida and is accredited by the Southern Association of Colleges and Schools.

Nova University admits students of any race, color, and national or ethnic origin.



The growth of Nova University as a dynamic, mission-oriented educational institution has been coupled with an intensive search for strategies designed to make each of its courses of study maximally responsive to individual human needs. Hence, Nova University continues to press forward in seeking solutions to major societal problems while offering to its students many opportunities for intellectual challenge, professional preparedness and personal awareness.

Alexander Schure
Chancellor

Having entered its second decade, Nova University is beginning to see the impact that its graduates are having upon the institutions within our society. Many of the University's programs are mission-oriented, designed to improve the performance of professionals, and evidence is being collected which indicates that Nova alumni are having a strong, positive effect on the institutions in which they are employed.

Independent education must continue to be responsive and adaptable to the varying needs of potential students if it is to represent a true alternative to the tax-supported sector. Nova University is committed to maintaining quality at the same time it is meeting these needs.



Abraham S. Fischler
President

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General Information

Founded in 1964, Nova University is an independent university which is non-sectarian, non-profit and racially non-discriminatory.

Unusual among institutions of higher education, Nova is a university for all ages. Nova College provides undergraduate education. Numerous graduate programs in a variety of fields provide master's, doctoral, and post-doctoral education. Also, non-degree, continuing education programs are offered. The University School, a demonstration school, serves children from pre-school through seniors in high school.

Since its beginning, the university has been distinguished by its innovative outlook, its unique programs which provide non-traditional choices in educational programs, and its important research which is aimed at solutions to problems of immediate concern to mankind.

In 1970, Nova University joined in an educational consortium with the New York Institute of Technology, an independent, non-profit institution with campuses in Manhattan and Old Westbury, Suffolk County, Long Island. This mutually beneficial relationship permits each institution to draw on the personal and physical resources of the other, giving maximal benefit to the students of each and to society in general.

With students studying in Florida and in 20 states, Nova University is a university of national scope.

Accreditation Nova University is accredited by the Southern Association of Colleges and Schools.

Campus and Off-campus Locations The Nova University main campus is located on a 200-acre site west of Fort Lauderdale at 3301 College Avenue in the town of Davie, Florida. It is 10 miles inland from the Atlantic Ocean and is easily accessible from major U.S. and state highways, including I-95 and Florida's turnpike.

The Center for the Study of Law is located at 3100 S.W. 9th Avenue in Fort Lauderdale, just north of the Fort Lauderdale-Hollywood International Airport.

Nova University at Coral Springs is located at 3501 University Drive. Degree programs, non-credit courses, and cultural events that serve the residents in north Broward County and in Palm Beach County are held in Coral Springs.

The Oceanographic Center is located on the south side of the marine entrance to Port Everglades at 8000 North Ocean Drive, Dania, Florida.

Many Nova University students attend classes on the main campus, at the Law Center or at Coral Springs. But consistent with its educational mission to provide educational opportunities to adult students wherever they may be, Nova offers degree programs and continuing education experiences at off-campus centers locally, throughout Florida, across the United States, and in foreign countries.

With the New York Institute of Technology, Nova University maintains an office in Washington, D.C. It is located at 1511 K St., N.W. Suite 624.



Doctor of Arts in Information Science

**Computer-Based Program for Librarians and
Information Managers**

The Doctor of Arts Program at Nova University provides programs to practitioners working in a library or information center. The program capitalizes on the computer-based delivery system to combine formal instruction, independent study, and applied research into an integrated program of study designed to be completed in approximately three years.

Philosophy and Mission The Doctor of Arts Program embodies a commitment to provide quality doctoral education. This commitment stems from the goal to foster more rational decision making in library and information centers by improving the skills of those who are currently involved with the planning, management, and delivery of such centers. Thus, the program is designed exclusively for practitioners who are employed.

Having established this mission, the field-based delivery system was developed as the most appropriate means for offering the program. The most salient aspect of the field-based approach is that there is no on-campus residency requirement—it does not force the removal of practitioners from the very positions and responsibilities for which they are seeking advanced preparation. On the contrary, the field-based approach allows for the integration of study and practice. Program participants, who are steeped in the day-to-day problems, issues, and conditions of education, use their knowledge and experience to examine critically the “real world” efficacy of theory and practice presented through formal instruction and learned through independent study. And because of their status as practitioners, they have the opportunity (and are required) to submit to the test of reality newly acquired knowledge and competencies, through direct application within their own institutions or systems.

The significance of this structured intermingling of study and practice is summed up in the following point: in most traditional doctoral programs, the ability to perform as an outstanding practitioner is assumed to be a consequence of earning the degree. At Nova University, it is a *condition* of earning the degree.

Doctor of Arts in Information Science Program

Description The major purpose of the Nova University Doctor of Arts in Information Science program is to provide a rich learning environment for librarians and information managers. The program facilitates the design and application of information systems based on emerging technologies in computers and telecommunications. The program enables students to develop automated processes and systems, in their work environments, that take full advantage of the latest in software tools and hardware designs. For this reason the program has been designed to operate in a Unix* operating system environment. The Unix operating system is rapidly expanding into most fields of computer usage—from mainframe environments to office computers to personal micros.

Unix was developed at Bell Laboratories to foster a cooperative atmosphere among scientists and engineers. The system is used in this program not only for its extensive set of tools for automation but also to facilitate idea sharing and joint projects among the practitioners enrolled. Unix operates at Nova University on two Digital Equipment Corporation mainframe computers: a VAX 11/780 and a DEC-20. Selection of either system is made through a port selector. Students make telephone connection with Nova's computers by dialing phone numbers in their local areas. Package switching makes this facility possible at no additional cost to the student.

Students who do not live in a GTE Telenet access location will have to pay a toll charge to their nearest local Telenet number. Tuition includes up to 40 hours of connect time on Nova's computers for each student in each course. Additional time is paid for by the student. The overtime is charged by computer connect hour and telephone time—telephone charges varying with the location of the student.

*UNIX Is a trademark of Bell Laboratories

COMPUTER-ASSISTED INSTRUCTION The Unix system includes numerous software tools in a command interpreter called the Shell. The Shell enables students to communicate "on line" with professors and also provides a vehicle for student-to-student dialog about projects and problems. This is accomplished through programs in the Shell called "mail" and "write." These utilities enable students and professors to mail documents, to ask questions of professors or certain students or groups of students, and to receive bulletins concerning the program or their progress. Unix contains a resident CAI authoring system called LEARN through which an extensive amount of the content in the first two core courses is completed. The LEARN system under Unix enables students to maintain extensive control over their own learning by making it possible for them to use all of the Unix utilities while in any given lesson. Descriptions of the courses are provided on the pages that follow.

WRITTEN ASSIGNMENTS AND PROJECTS (PRACTICUM ARCHIVE) All written assignments are entered on-line. Students are required to complete satisfactorily four practicums—applied research projects that address significant problems in their own organizations. These projects are reviewed, corrected, and sent back to the student's home directory to be read and filed by the student. A series of text formatters and writing tools is available in the Unix environment that facilitates speedy and accurate processing of student projects. A master file or archive containing all practicum reports is maintained in the Nova computer for later retrieval by students and professors. This database forms a learning resource from which all students can learn from the work of others enrolled in the program. The database works much like ERIC in the DIALOG System. A special-purpose thesaurus is maintained to facilitate searching in this database.



TELECONFERENCES (AUDIO AND COMPUTER) Regional audio teleconferences are scheduled throughout the program so that students can interact with guest lecturers concerning key issues in the field. A unique bridge system enables students to dial one number (at no additional cost) to get into the conference. In addition, a variety of computer conferencing modes are provided. Computer conferences are used to develop new tools for library automation and information delivery. Program evaluation is also accomplished through this utility.

THE D.A.I.S. STUDENT DATABASE A great deal of work by students in the program is done on resident database management systems that are a part of the Unix operating system. The major DBMS used in the program is Ingres, a relational database management system. Throughout the three years of the program the Ingres system serves as a powerful on-line aid for development work and in the learning process.

EXAMINATIONS Examinations are scheduled throughout the program. Quizzes are given on-line, as well as in person, at the regional seminars. Final examinations are required for each core course and a comprehensive examination is given at the end of the second year. At any time students can review their own master record on file in the Nova University central database. Student records are encrypted to protect them from unauthorized reading or writing.

Admissions

Since the program is designed for professionals in library, media, and information science fields, the following requirements must be satisfied by each applicant:

1. A master's degree in library, media, or information science from a regionally accredited university. (Degrees in related fields also satisfy this requirement.)
2. Current employment in a library or related agency
3. A minimum of two years of professional experience
4. A G.R.E. score or completion of a portfolio with appropriate work experience and credentials
5. Three letters of recommendation
6. An application form and transcripts of all graduate college and university credit received

The Director of Admissions and the Information Sciences staff will make all decisions concerning admissions.

Fees and tuition The application must be accompanied by a \$25.00 check made payable to Nova University. This is a one-time fee. The tuition may be paid once a year or quarterly. The tuition for each year is \$3,200. If quarterly payments are selected, each payment is \$800. Students who must continue beyond three years, go into Continuing Services at a much reduced tuition rate of \$500 per term.

Forty hours of computer time is provided for each core course. Additional hours are billed at the rate of \$7.00 per hour including phone charges. The hours of on-line operation are between 6 P.M. and 7 A.M. daily. In addition, all other courseware materials necessary to complete the program are included. Materials include study guides, reading assignments, computer protocols and user codes, written assignments, diskettes, audio tapes, color slides, video packages, microfiche, case analysis documents, and examinations.

Students must purchase their own textbooks and cover the cost of their own lodging and travel expenses for the twelve semesters.

Refunds A student paying tuition prior to the start of the first semester session, and notifying the Information Sciences office of withdrawal from the program *before* the first semester session, will be entitled to a full refund of all monies paid, with the exception of the \$25 nonrefundable application fee.

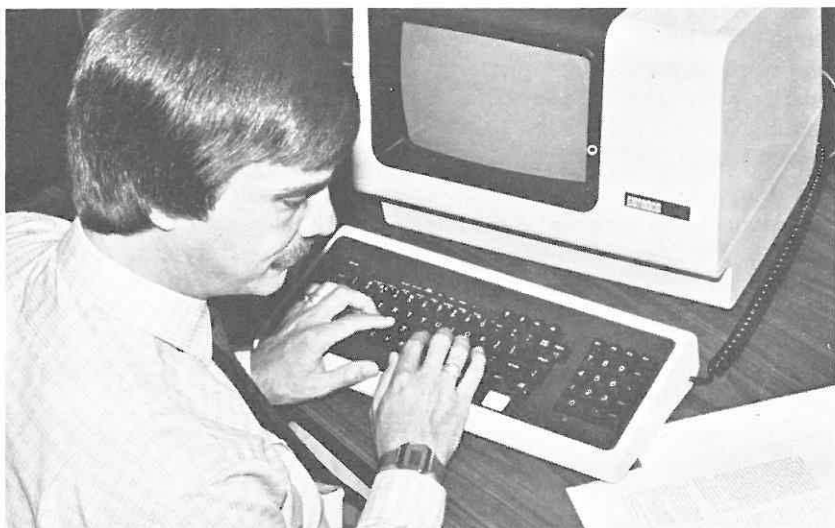
If an application is rejected, the applicant will be refunded all monies paid except the nonrefundable application fee.

If a region fails to form in the applicant's geographic area, all monies will be returned.

Financial Aid Nova University operates several programs of student financial aid in order to assist the greatest number of its students possible in meeting the direct and indirect educational expenses. Its financial aid programs derive from federal, state, and private sources. Details of the various programs are available from the Office of Financial Aid.

Student Conduct and Rights Students are expected to comply with the legal and ethical standards of Nova University. Academic dishonesty and nonacademic misconduct are subject to disciplinary action. Specific instances of misconduct include, but are not limited to, cheating, plagiarism, knowingly furnishing false information to the University, and forging or altering University documents or academic credentials.

Students who feel their rights have been denied are entitled to due process. Information on grievance procedures is contained in the Policy and Procedures Manual and is available from the Information Sciences office.



Grading System Instructional personnel in the Doctor of Arts Program assign grades of PASS, NO PASS, and INCOMPLETE for courses and PASS, NO PASS, and UNACCEPTABLE for practicums. Course grades are assigned by the national lecturer responsible for that course and practicum grades are assigned by the practicum evaluator.

A PASS indicates the student has satisfied all core course, seminar, or practicum requirements.

An INCOMPLETE for a seminar indicates the participant has attended the seminar but has failed to meet *all* requirements. However, it is reasonable to expect that the participant *will* be able to satisfy the requirements. An INCOMPLETE must be made up by the date stipulated in the Policy and Procedures Manual. If not, it becomes a NO PASS.

A NO PASS indicates that a participant has attempted to complete all requirements in the courses but has failed to do so. Any student receiving a NO PASS must repeat the courses.

A grade of UNACCEPTABLE means the practicum needs revision. When a practicum receives a "U" on the second revision, a NO PASS is assigned and the student must begin a new practicum on a new topic.

Students who receive two NO PASSES will be terminated from the program and may not be readmitted.

During the third year of the program, each student works on the Major Field Project.

Students who require more than three years to complete the program come under the jurisdiction of the Office of Continuing Services (OCS). This office assists such students in obtaining needed advice and counseling for completing the program.

Graduation Requirements To be eligible for graduation a student must fulfill the following requirements:

1. Attend the 12 regional seminars and pass the six core courses (5 credit hours each—total 30 credit hours)
2. Pass four practicums (4 credit hours each—total 16 hours)
3. Successfully complete the MFP Proposal and the MFP (20 credit hours)
4. Receive a passing grade on a comprehensive examination at the end of the 2nd year
5. Be current in all tuition and fees

Total credit for the entire program is 66 semester hours.

All requirements must be completed within seven years of the date of the beginning of the first seminar attended.

No provisions are made for transfer of credit, credit for life experience, or other forms of advanced standing.

Withdrawal Students who wish to withdraw from the program—either temporarily or permanently—must inform the Admissions Office in writing to be eligible for allowable refunds. Students who give written notice of their intent to withdraw prior to the first session of a seminar will not be assessed for that or subsequent seminars until they are formally readmitted. Students who withdraw and reenter are assessed a readmission fee of \$10 and are subject to the prevailing tuition rate.

Since some seminars are offered only once at a particular site, students are advised that failure to attend a seminar when it is offered in their region may experience some logistical difficulties in making up the missed seminar at a later date. For this reason, students are urged to maintain continuous enrollment.

Readmission Individuals on withdrawal who wish to be readmitted must complete a readmission form and be approved for readmission by the Admissions Committee of the Doctor of Arts Program.

Core Course Descriptions Students must complete six core courses. Each course is scheduled for six months. The semester and contact hours for each course are explained below. The course descriptions follow.

Course Credit — Five Semester Hours

Time Span — Six Months

Total Contact Hours = 75

Teleconferences:

Audio (Telephone) — One required at 1 hour each

Computer Conference on DAISNET — Two required at 3 hours

Regional Seminars — Two of 14 contact hours each = 28 hours

Interactive Computer Time — Forty hours

Preparation and Reading — Fifty hours

Digital Computers for Information Management

This course is a prerequisite to all others. The student will be required to demonstrate mastery of key concepts and rules pertaining to the use of digital computers and the UNIX operating system. Topics include: computer operating systems (VMS and UNIX), data structures, text editors (ed and vi), microcomputer hardware (microprocessors, disk drives, printers, and displays), application packages, and data communications. Much of the student's work in this course will be facilitated through LEARN CAI software on the DEC-VAX-11/780 (Introduction to the C programming language, files, macros, editors, etc.). Courseware materials include student guides, guided design protocols, case analysis documents, overlays, audio tapes, and schedules. All courseware is integrated with VAX structures.

Computer-Based Research and Statistics for Information Science

Course content includes research methodologies from various disciplines (experimental and quasi-experimental, historical, case study, etc.); sampling techniques; continuation of structured programming ("C," Pascal, and Ada); database management systems in research designs (QUEL and EQUEL for Ingres); descriptive statistics, nonparametric statistics, inferential statistics, linear statistical models, survey construction, item analysis, quality control analysis, evaluation methodologies; readability computations, automatic grammatical analysis, and analysis of word use (UNIX operations-STYLE, DICTION, EXPLAIN, WC, and LOOK).

Strategic Management for Libraries and Information Centers

Eight key areas of strategic management are presented: MARKETING (marketing research, competitor analysis, strategic marketing planning, consumer need satisfaction measure, promotion, and advertising); STRATEGIC PLANNING (plan-to-plan, planning formats, planning processes models of strategic planning, environmental scanning, sample plans, and evaluation); PERSONNEL PRACTICES (MBO, affirmative action, supervision, leadership and motivation, assessment centers, personnel selection, and career planning); FINANCE AND ACCOUNTING (budgeting, cost-benefit, and cost-effectiveness analysis, and inventory; financial ratio analysis; fund accounting; and purchasing); FUND RAISING AND GRANT PROPOSAL WRITING (donor analysis; campaign operation; foundations; government RFPs; and entrepreneurial strategies); PROBLEM ANALYSIS—problem finding, problem solving—(creativity in management; nominal group technique; Delphi, and charrette methodologies in community information problem analysis); FUTURISTICS (methodologies for generating desirable future; brainwriting; future-history writing; cross-impact analysis, scenario writing; future wheels, synectics and computer-aided forecasting techniques. SITUATIONAL LEADERSHIP MODELS AND THEORIES (ethics in management and leadership, mentors, situation leadership models, and substitutes for leadership). Case studies and self-pacing formats are used throughout this course.

Telecommunications, Networking, and Computer Applications in Information Science

Topics include computer-based information telecommunications networks, such as OCLC, BRS, DIALOG, etc.; electronic mail, information networks for consumers: The Source, CompuServ, Dow-Jones, videotex, viewdata, telidon, etc.; Teleprocessing (WATS, TWX, TELEX, SBS, ACS); packet switching; GTE, Telenet and Tymnet multiplexing; modems, handshaking; electronic card catalog systems: MARC, etc.; national, regional, and local networking; satellite communications, teleconferencing; video, audio, and computer; the electronic office; file protection and data encryption (DEX); criteria for the selection of systems and financial considerations in automation: pricing, budgeting, appropriations, and RFP development. Feasibility studies, systems documentation, and evaluation reports from actual libraries and information centers are used throughout this course. Students are required to read, question, analyze, and synthesize the information and to review alternative solutions to problems. The work of students in this area will be facilitated with on-line "guided design" courseware.

Systems Analysis, Systems Design, Operations Research, and Computer Simulation in Information Science

The goal of this course is to prepare information professionals to conduct studies of the factors in their organizations that contribute to effective operations, to examine alternative ways of doing things, to assist in the design of information systems within their organizations, and to make strategic decisions that strengthen their enterprises. Systems analysis/design and operations research are paradigms that can help information workers facilitate this end. Topics include: systems development and design, stochastic and monte carlo techniques; computer simulation modeling and validation, circulation models, data coding and validation, and feasibility studies; implementation and testing, human aspects of information systems, and models for journal selection; literature growth obsolescence, and usage patterns, effects of shifting costs to users, measuring effectiveness and efficiency, and acquisition models.

Database Management Systems, Text Processing, and Information Retrieval

Database management systems, hierarchical and relational models, design philosophies, data dictionaries and data directories, query languages, database administration, management of data, menu design, database planning, trade-offs in dbms design, distributed databases, report preparation from a dbms, creating, modifying, and maintaining a database under Ingres, addressing Ingres from Unix, security, and dbms evaluation, auto text processing systems (nroff and pr) and specific applications to libraries and information centers.

Regional Seminars

Students are required to attend four regional seminars each year of the three year program. Seminars begin Friday evening and adjourn Saturday evening. Preseminar assignments are given to each student. A computer conference is held prior to each seminar. Opportunities are provided for in-depth discussions, lectures, video presentations, examinations, and idea sharing among conferees. The emphasis in the seminars is on the key issues in information science. Leadership and the change process are primary areas of concentration throughout the twelve sessions. In addition, demonstrations of the latest developments in digital computers, telecommunications, and information science will be provided. Professionals from universities, government agencies, and industry will serve as presenters. Students are required to provide their own lodging and travel expenses for these seminars.

Starting in November 1983, seminars will be held in Ft. Lauderdale, FL, and Wilmington, DE, and in February, 1984, in Los Angeles, CA and St. Louis, MO. Students can receive the entire set of regional seminars in any one of these locations.

1. OPERATING SYSTEMS: THE UNIX ENVIRONMENT FOR INFORMATION MANAGEMENT

Unix history and system evolution, programming the Unix Shell, files and directories, programming with Unix tools, filters, pipes, computer aids for writers (style, spell, diction), modern programming methodologies, development projects, formatting documents, editors (ed, sed, ex, and vi), user to user communication (mail and write), the literature on Unix, and the Berkeley Unix System. Students learn to apply Unix tools to on-the-job problems in information management.

2. THE ROLE OF THE MICROCOMPUTER IN THE LIBRARY AND INFORMATION CENTER

Continuation of operating systems including advanced Unix programming environments. CP/M, Unica, and Xenix are reviewed. Students participate in demonstrations of popular microcomputers to develop skills in selection and application of personal computers. Implications for the changing nature of learning and information use are discussed. Detailed presentations are given concerning the hardware capabilities of several machines using different microprocessors.

3. COMPUTER APPLICATIONS IN RESEARCH

The focus of this seminar is on the improvement of services in libraries and information facilities through research. Reviews of inferential and descriptive statistics are provided. The uses of software packages such as SPSS are provided.

4. RESEARCH IN INFORMATION SYSTEMS

In this seminar students are given opportunities to examine the research issues relating to information systems. Issues include ethical considerations, experimental research concepts, survey research concerns, and report preparation. The organization and function of various information systems are compared using techniques in management, evaluation, and statistical measurement.

5. CASE STUDIES IN MANAGEMENT

This seminar is devoted to the analysis of case studies dealing with management of information agencies and libraries. Topics include board-director relationships, policy formation, conflict resolution, supervision, and entrepreneurial problems and successes. The goal is to provide tools for information managers to assess and improve their organizations through the management of change.

6. BUDGETING, MARKETING, AND FINANCIAL ISSUES

Included in this seminar are the following topics: strategic planning, budgeting, cost-benefit and cost-effectiveness analyses, fund accounting, and purchasing methods. Assessment of user satisfaction and dimensions of marketing are explored (marketing research, market planning, and control).

7. NETWORKING, CONSORTIA, AND SHARED INFORMATION SYSTEMS

The latest developments in municipal, state, regional, and national networking systems are explored. Various aspects of computer-based technology are considered, particularly in relation to networks. Students will examine the advantages and disadvantages of shared systems: collaborative collection development, access to materials, extension of resources, and delivery.

8. ADVANCES IN TELECOMMUNICATIONS

This seminar will be held in conjunction with a national satellite video teleconference. Topics include history of telecommunications, regulations, network control, protocols, revised standards, satellite systems, and satellite television for nonprofit organizations.

9. ISSUES IN LIBRARY AND INFORMATION CENTER ENVIRONMENTS

In this seminar discussions and demonstrations focus on the key issues in contemporary library and information center environments in academic, public, government, and industrial-corporation settings. The seminar provides students with the means of planning and developing strategies for shaping these environments through systems development, systems analysis, and operations research. Library standards relating to different environments are reviewed. Finally, networking problems associated with different environments are explored.

10. COURSEWARE DEVELOPMENT, LEARNING THEORY, MEDIA, AND INDIVIDUALIZED INSTRUCTION IN THE LIBRARY

The role of libraries in adult education is increasing. This seminar provides an update on the latest developments for designing instructional systems for adult education and users of information services. Topics include computer-aided instruction, computer-managed instruction, AICAI, learning theories, design of courseware for sale to users, and developments in media research and applications.

11. ON-LINE CATALOGS AND AUTOMATED SYSTEMS FOR BIBLIOGRAPHICAL ORGANIZATION AND CONTROL

This seminar deals with access to subject information, classification systems, and use of automation in the library. The most recent developments and applications of automation are discussed (acquisitions, serials control, accounting, cataloging, and circulation).

12. PUBLIC SERVICES AND CONSULTING

Subject areas in this seminar include the following: outreach programs, reference services, patron database searching, circulation, consultant services, and techniques for providing instruction to users. Human aspects of the user/personnel interface are considered, and examples of successful operations are demonstrated.



DOCTOR OF ARTS IN INFORMATION SCIENCE CURRICULUM SEQUENCE

First Year

Term 1	Term 2
DIGITAL COMPUTERS (5 Semester Hours)	RESEARCH AND STATISTICS (5 Semester Hours)
Seminar 1 Operating Systems: The Unix Environment for Information Management	Seminar 3 Computer Applications in Research
Seminar 2 Role of the Microcomputer in the Library and Information Center	Seminar 4 Research in Information Systems
Practicum (4 Semester Hours)	Practicum (4 Semester Hours)

Second Year

Term 3	Term 4
STRATEGIC MANAGEMENT (5 Semester Hours)	TELECOMMUNICATIONS, NETWORKING, AND COMPUTER APPLICATIONS (5 Semester Hours)
Seminar 5 Case Studies in Management	Seminar 7 Networking, Consortia, Shared Information Systems
Seminar 6 Budgeting, Marketing, and Financial Issues	Seminar 8 Advances in Telecommunications
Practicum (4 Semester Hours)	Practicum (4 Semester Hours)

Third Year

Term 5	Term 6
SYSTEMS ANALYSIS, SYSTEMS DESIGN, OPERATIONS RESEARCH, COMPUTER SIMULATION (5 Semester Hours)	DATABASE MANAGEMENT SYSTEMS, TEXT PROCESSING, INFORMATION RETRIEVAL (5 Semester Hours)
Seminar 9 Issues in Library and Information Center Environments	Seminar 11 On-Line Catalogs and Automatic Systems for Bibliographical Organization and Control
Seminar 10 Courseware Development, Learning Theory, Media, Individualized Instruction	Seminar 12 Public Services and Consulting

MAJOR FIELD PROJECT (20 Semester Hours)

Practicums Practicums are applied research projects that are designed to promote the solution to current problems in the student's institution. They are highly structured opportunities to put theory into practice and to submit newly gained knowledge and skills to the test of reality.

Students must successfully complete four practicums, one related to each of four different courses. Students are encouraged to write practicums for the first four core courses.

The practicums promote the translation of theory into practice by requiring the student to relate the theory presented in a seminar to a problem, project, or condition in his or her institution. The goal of a practicum is not the creation of new knowledge (though this may occur), but the formulation and, ideally, the implementation of a plan of action that will lead to some improvement in the participant's institution or organization. Each practicum provides experience in designing and conducting applied research projects.

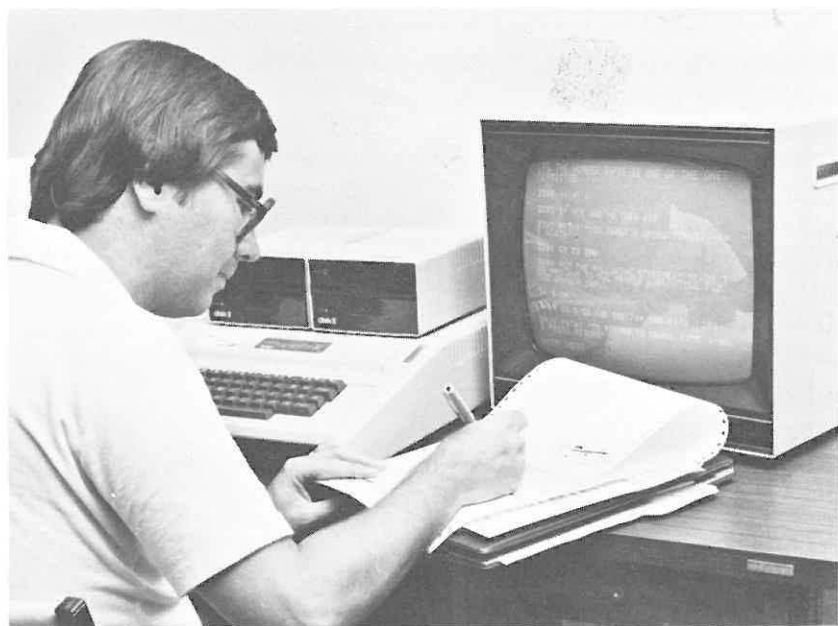
MFP The Major Field Project (MFP) is expected to be the major student activity during the third year of the program. MFPs are much like practicums, only much more ambitious and rigorous. Another distinction is that whereas the practicum is, in part, a vehicle for sharpening one's skills in planning and conducting applied research, the MFP is the vehicle for the final demonstration that one has, indeed, mastered those skills.

A student is allowed to begin work on the MFP when he or she has passed four core courses, eight seminars, and four practicums. Students are not assigned a MFP advisor until these requirements are met.

The MFP involves the application of research to actual problems and issues in libraries, media, and information centers. Since the D.A. program stresses experiences that contribute to the professional improvement of the student and the MFP year is the capstone of those experiences, the nature of the project undertaken should be potentially useful in a professional situation, most likely in the institution or organization in which the student is employed.

Students are guided and assisted throughout the MFP process by a three-member MFP committee that consists of a MFP advisor, a central staff committee member, and a local professional committee member.

INFORMATION RETRIEVAL SERVICE. The Information Retrieval Service (IRS) houses a microfiche collection of the Educational Resources Information Center (ERIC). This collection now exceeds 190,000 documents, and about 1,200 are added monthly. Using widely available printed indexes or computer searches, students can identify needed documents and obtain them from the IRS free of charge. Since it began operation in September of 1976, the IRS has distributed over 12,000 documents on microfiche.



The IRS also has computer access to ERIC and more than 100 other databases, including several social science databases that contain education-related information. The IRS does comprehensive searches, "quick searches," and current awareness searches of these databases for program participants, faculty, and graduates. This service helps users identify journal articles, books, doctoral dissertations, government publications, and other print and non-print materials needed for practicums and other projects. Altogether, the databases to which the IRS has access contain more than 30 million resources. Since September, 1976, the IRS has done more than 1,300 computer searches for students and graduates.

Faculty Students are taught by nationally recognized authorities drawn from major universities and other institutions across the country who are hired as national lecturers on the basis of their subject expertise, teaching ability, and professional recognition. National lecturers travel to each regional area to conduct the sessions for each of the required seminars.

NATIONAL LECTURERS

DIGITAL COMPUTERS

JOHN C. BLAIR, JR.
Texas A & M University
College Station, TX

JACQUES LEVIN
Nova University
Ft. Lauderdale, FL

PHILLIP ADAMS
IBM
Boca Raton, FL

RESEARCH AND STATISTICS

GEORGE M. BARTON
Nova University
Ft. Lauderdale, FL

STRATEGIC MANAGEMENT

RUTH JENSSEN PERSONS
The Catholic University of America
Washington, D.C.

TELECOMMUNICATIONS, NETWORKING, AND COMPUTER APPLICATIONS

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Lawrence Livermore National Lab
Livermore, CA

S. V. MARTORANA
The Pennsylvania State University
University Park, PA

SYSTEMS ANALYSIS, OPERATIONS RESEARCH, COMPUTER SIMULATION

INABETH MILLER
Harvard University
Cambridge, MA

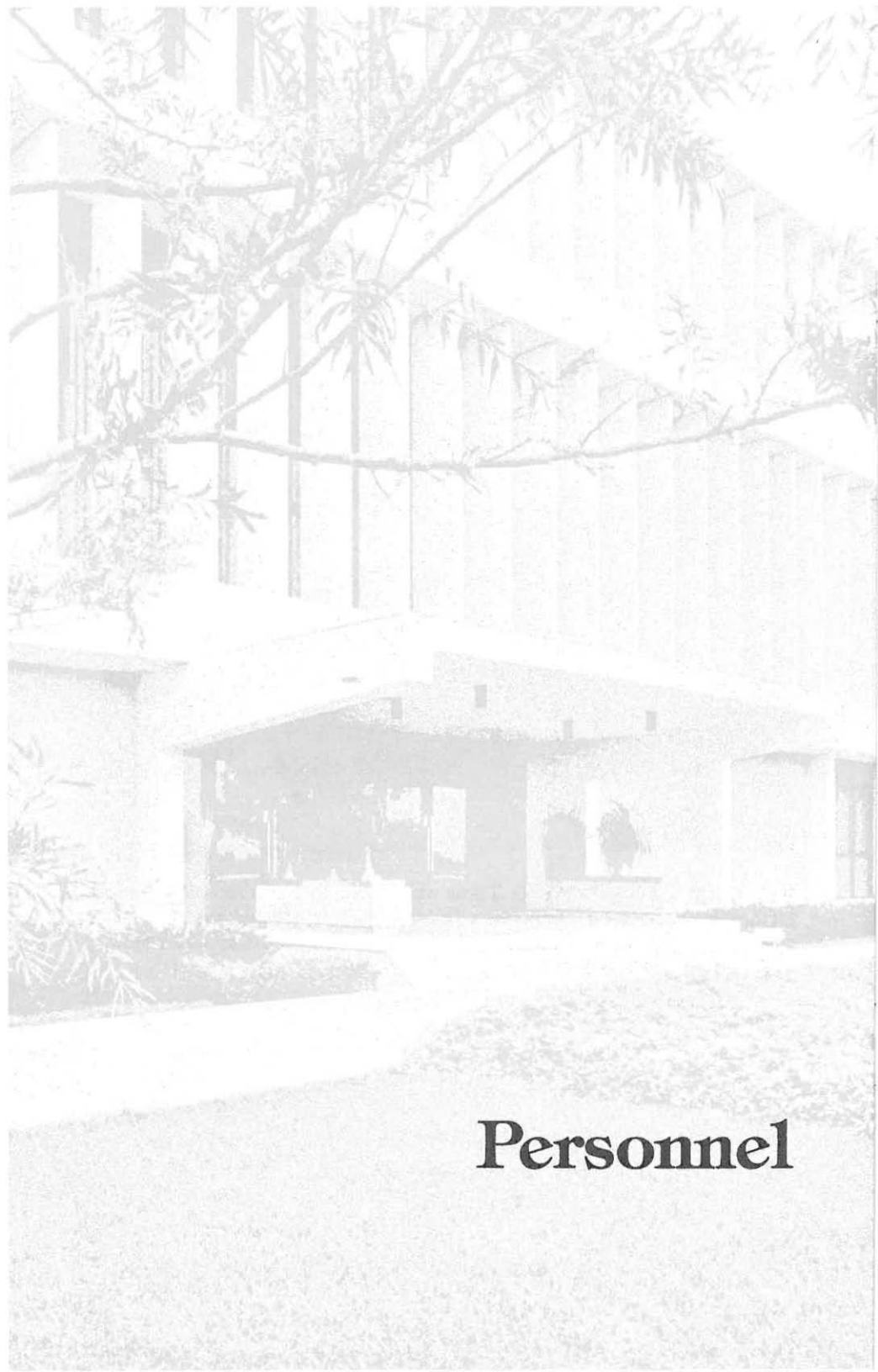
KARL L. ZINN
University of Michigan
Ann Arbor, MI

DATABASE MANAGEMENT SYSTEMS, TEXT PROCESSING, INFORMATION RETRIEVAL

JACQUES LEVIN
Nova University
Ft. Lauderdale, FL



Further Information Those who are interested in receiving further information on the program described in this bulletin may do so by contacting the Admissions Office, Nova University, 3301 College Avenue, Fort Lauderdale, Florida 33314—(305) 475-7377.



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Nova University Degree Offerings

Doctoral and Professional Degrees

Doctor of Arts (D.A.) in
Information Science
Doctor of Business Administration
(D.B.A.)
Doctor of Education (Ed.D.) in
Early and Middle Childhood
Higher Education
Leadership in Adult Education
School Administration
Vocational, Technical, and
Occupational Education
Juris Doctor (J.D., Law)
Doctor of Philosophy (Ph.D.)
Applied Developmental
Psychology
Clinical Psychology
Oceanography
Doctor of Psychology (Psy.D.) in
Clinical Psychology
Doctor of Public Administration
(D.P.A.)

Specialist Degrees

Counseling Specialist (C.S.) in
Mental Health Counseling
Educational Specialist (Ed.S.) in
Computer Education
Education (23 majors)
Microcomputer Applications in
Higher Education
Microcomputer Applications in
Leadership in Adult Education
Microcomputer Applications in
Vocational, Technical, and
Occupational Education
School Psychology

Master's Degrees

Master of Accounting (M.Ac.)
Master of Arts in Teaching (M.A.T.)
Master of Business Administration
(M.B.A.)
Master of Public Administration
(M.P.A.)
Master of Science (M.S.) in
Applied Psychology
Child and Youth Care
Administration
Coastal Studies
Computer Education
Computer Management
Computer Science
Counseling
Criminal Justice
Education (23 majors)
Engineering Management
Gerontology
Health Education
Human Resource Management
Human Services
Learning Resources
Microcomputer Applications in
Higher Education
Microcomputer Applications in
Leadership in Adult Education
Microcomputer Applications in
Management
Microcomputer Applications in
Vocational, Technical, and
Occupational Education
Psychometry
School Guidance
Security Management

Bachelor's Degrees

Bachelor of Science (B.S.) in

Accounting
Administrative Studies
Business Administration
Computer Engineering
Computer Information Systems
Computer Science
Computer Systems
Electrical Engineering
Elementary Education
Exceptional Education
Health Care Services
Life Science
Mathematics/Computer
Programming
Professional Management
Psychology—Community,
General, and Organizational
Secondary Education

Special Undergraduate Programs

Bachelor of Arts in Leadership
Studies
Bachelor of Science in General
Studies
Computer Education Specialty
Latin American and Caribbean
Studies Specialty
Law School Preparation
Medical School Preparation

The provisions set forth in this bulletin are not to be regarded as an irrevocable contract between the student and Nova University. The regulations and requirements herein, including tuition and fees, are necessarily subject to change without notice at any time at the discretion of the administration. The University further reserves the right to require a student to withdraw at any time, as well as the right to impose probation on any student whose conduct is unsatisfactory. Any admission on the basis of false statements or documents is void upon the discovery of the fraud, and the student is not entitled to any credit for work which he may have done at the University. Upon dismissal or suspension from the University for cause, there will be no refund of tuition and fees. The balance due Nova University will be considered receivable and will be collected.

A transcript of a student's academic record cannot be released until all his/her accounts, academic and non-academic, are paid.

Nova University maintains a system of records which includes application forms, letters of recommendation, admission test scores and transcripts of students' previous academic records and Nova University transcripts. These records may be made available upon written request through the Office of Registrar. The law limits access and disclosure to a third party. Such access is given only upon consent of the student or if required by law. A person does not have the right of access to educational records until he or she has been admitted and has actually begun attending Nova University. There is no prohibition from disclosing such information to the parents of students who are listed on their parents' federal income tax forms.

Parents or eligible students will be provided a hearing by Nova University if they wish to challenge the content of the record. If still not satisfied, the parents or eligible student may add explanatory or rebuttal matter to the record. If the student or parents are denied access to a hearing or if records are alleged to have been illegally disclosed to a third party, the student or parents may file a complaint with the Family Educational Rights and Privacy Act (FERPA) Office, U.S. Department of Health, Education and Welfare, Washington, D.C. 20201.

Nova University does not discriminate on the basis of handicap, sex, race, religion, national or ethnic origin in admission, access or employment for any of its programs and activities. The University Registrar and Director of Personnel have been designated as student and employee coordinators, respectively, to assure compliance with the provisions of the applicable laws and regulations relative to non-discrimination. Nova University programs are approved by the coordinator for Veterans Approval, State of Florida, Department of Education, for veterans' educational benefits.

The school is authorized under Federal Law to enroll non-immigrant alien students.

The Nova University general policies on Student Relations are on file in the office of the registrar.

INFORMATION REQUEST FORM

I would like more information about the following Nova University programs.

Choose only one of the levels indicated

Preschool through high school

- ☐ The University School—(A Private School)
- ☐ Davie ☐ Coral Springs

Bachelor's Degree Programs

- ☐ Bachelor of Science (B.S.)
 - ☐ Accounting
 - ☐ Administrative Studies
 - ☐ Business Administration
 - ☐ Computer Engineering
 - ☐ Computer Information Systems
 - ☐ Computer Science
 - ☐ Computer Systems
- ☐ Elementary Education
- ☐ Exceptional Education
- ☐ Health Care Services
- ☐ Life Science
- ☐ Professional Management
- ☐ Psychology—Community, General, and Organizational
- ☐ Secondary Education

Special Undergraduate Programs

- ☐ Bachelor of Arts in Leadership Studies
- ☐ Bachelor of Science in General Studies
- ☐ Computer Education Specialty
- ☐ Latin American and Caribbean Studies Specialty
- ☐ Law School Preparation
- ☐ Medical School Preparation
- ☐ NOVA UNIVERSITY AT CORAL SPRINGS
- ☐ CENTER FOR SCIENCE AND ENGINEERING
 - ☐ Computer Engineering
 - ☐ Computer Information Systems
 - ☐ Computer Science
 - ☐ Computer Systems

Master's Degree Programs

Select no more than three

- ☐ Master of Accounting (M.Ac.)
- ☐ Master of Arts in Teaching (M.A.T.)
- ☐ Master of Business Administration (M.B.A.)
- ☐ Master of Public Administration (M.P.A.)
- ☐ Master of Science (M.S.)
 - ☐ Applied Psychology
 - ☐ Child and Youth Care Administration
 - ☐ Coastal Studies
 - ☐ Computer Education
 - ☐ Computer Management
 - ☐ Computer Science
 - ☐ Counseling
 - ☐ Criminal Justice
 - ☐ Education (23 majors)
 - ☐ Engineering Management
- ☐ Gerontology
- ☐ Health Education
- ☐ Human Resource Management
- ☐ Human Services
- ☐ Learning Resources
- ☐ Microcomputer Applications in Higher Education
- ☐ Microcomputer Applications in Leadership in Adult Education
- ☐ Microcomputer Applications in Management
- ☐ Microcomputer Applications in Vocational, Technical, and Occupational Education
- ☐ Psychometry
- ☐ School Guidance
- ☐ Security Management

Specialist Degree Programs

- ☐ Counseling Specialist (C.S.) in
Mental Health Counseling
- ☐ Educational Specialist (Ed.S.) in
 - ☐ Computer Education
 - ☐ Education (23 majors)
 - ☐ Microcomputer Applications in Higher Education
- ☐ Microcomputer Applications in Leadership in Adult Education
- ☐ Microcomputer Applications in Vocational, Technical, and Occupational Education
- ☐ School Psychology

Doctoral and Professional Degree Programs

- ☐ Doctor of Arts (D.A.) in
 - ☐ Information Science
- ☐ Doctor of Business Administration (D.B.A.)
- ☐ Doctor of Education (Ed.D.) in
 - ☐ Early and Middle Childhood
 - ☐ Higher Education
 - ☐ Leadership in Adult Education
 - ☐ School Administration
 - ☐ Vocational, Technical, and Occupational Education
- ☐ Juris Doctor (J.D., Law)
- ☐ Doctor of Philosophy (Ph.D.) in
 - ☐ Applied Developmental
 - ☐ Psychology
 - ☐ Clinical Psychology
 - ☐ Oceanography
- ☐ Doctor of Psychology (PsyD.) in Clinical Psychology
- ☐ Doctor of Public Administration (D.P.A.)

Nondegree Programs, Institutes, and Public Services

Select no more than three

- ☐ FAMILY CENTER
- ☐ INSTITUTE FOR BANKING AND FINANCIAL INSTITUTION STUDIES
- ☐ INSTITUTE FOR RETIRED PROFESSIONALS
- ☐ INSTITUTE FOR SOCIAL SERVICES TO FAMILIES
- ☐ INSTITUTE FOR SURVIVAL TECHNOLOGY
- ☐ INTENSIVE ENGLISH PROGRAM
- ☐ POST DOCTORAL INSTITUTE IN PSYCHOLOGY
- ☐ CULTURAL EVENTS
- ☐ PSYCHOLOGICAL CLINICS
- ☐ FINANCIAL AID

Please fill in the following information. (Please Print)

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**Mail this form to: The Office of University Relations, Nova University
3301 College Avenue, Ft. Lauderdale, Florida 33314**



Nova University
3301 College Avenue
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